

Instructions for completing this form are on page 2 of the schedule.

Please list all items of personal property. DO NOT INDICATE “SAME AS LAST YEAR” OR “NO CHANGE”. You may attach copies of your asset detail from your federal or state tax filing, (or attach a spreadsheet) as long as the information contains the year of purchase and the purchase price. Also note that the assessment date for fiscal year 2009 is January 1, 2008; only include assets owned or held on that date. The form must be returned to the Assessor’s Office by **March 1, 2010**. Please contact Tammy Sands, Assistant Assessor, if you have questions: (781) 231-4130 or email tsands@saugus-ma.gov.